



CITY OF MORGAN HILL

MORGAN HILL COMMUNITY & CULTURAL CENTER
17000 MONTEREY ROAD MORGAN HILL CALIFORNIA 95037

LIBRARY, CULTURE AND ARTS COMMISSION

**After Action Minutes
REGULAR MEETING
JULY 10, 2006**

**Morgan Hill Community
& Cultural Center**
17000 Monterey Road
Morgan Hill, CA 95037

LIBRARY COMMISSION	
Chair	Sylvia Cook
Vice-Chair	Stan Salah
Commissioner	Chuck Dillmann
Commissioner	Einar Anderson
Commissioner	Marie Christine Briot-Connolly
Commissioner	Emily Reich Shem-Tov
Commissioner	Vacant

7:00 P.M.

CALL TO ORDER

Chair Cook called the meeting to order at 7:00 p.m.

ROLL CALL ATTENDANCE

Absences: None

DECLARATION OF POSTING THE AGENDA

Per Government Code 54954.2

PLEDGE

Pledge was led by Chair Cook

PUBLIC COMMENT

City Clerk Irma Torrez administered the oath of office to Marie Christine Briot-Connolly
Chair Cook introduced Emily Reich Shem-Tov and welcomed her to the Commission
Ms. Reich Shem-Tov shared her background with the Commission and stated she was excited to join the Commission. Staff Balagso announced she has accepted a position with the City's Business Assistance and Housing Services Department.

1. COUNTY LIBRARY REPORT

**County Librarian
Cervantes**

County Librarian Cervantes reported Governor Schwarzenegger signed the State budget, which includes \$7million for the Public Library Foundation and \$7million for Transaction Based Reimbursement.

Ms. Cervantes reported she and Deputy County Librarian Flowers attended the American Library Association Conference in New Orleans the end of June. The conference was very worthwhile and visiting New Orleans was very interesting. There were many notable persons who spoke at the conference. There were many opportunities to donate time, money and furnishings to the libraries in New Orleans. However, the libraries are not ready to accept donation of books.

The JPA has not met since June, therefore there is no report.

The County Library report is included as Attachment A.

2. MORGAN HILL LIBRARY REPORT

**Community Librarian
Rosanne Macek**

Community Librarian Macek announced the "Book Cart Drill Team" received a first place award for their participation in the 4th of July parade. The Bookmobile received a third place award.

The Library Building Team is meeting regularly again. The next meeting is scheduled for July 19 and will focus on the furniture with the design firm of RMW. The library chairs will be available at City Hall in order to allow staff to "try them out".

Commissioner Briot-Connolly indicated she is interested attending the meeting. Ms. Macek suggested she contact Special Assistant to the City Manager Julie Spier for more information.

The live web cam at the construction site is now available.

The library will provide computer training. There will be eight training sessions by Adult Librarians for patrons.

The County Library report is included as Attachment B.

3. FRIENDS OF THE LIBRARY

President Carol O'Hare

Carol O'Hare reported the Beyond Books Campaign Advisory Committee is preparing for the fundraising event on July 16th. The theme is an "Afternoon in Tuscany." Tickets are \$65 per person. There will be twelve Bay Area authors at the event. Local restaurants are donating food. There will be a silent auction for a variety of items.

Ms. O'Hare reported Russ Danielson picked up books for the Boys Ranch.

4. LEGISLATIVE COMMITTEE

Commissioner Dillmann

Commissioner Dillmann reported the State budget passed with funding included for libraries.

**5. CONSENT CALENDAR
APPROVAL OF MEETING MINUTES OF JUNE 12, 2006**

Commissioner Dillmann motioned to approve the minutes. Commissioner Anderson seconded the motion. Motion approved (6:0).

BUSINESS

6. FY06-07 WORK PLAN AND RESULTS OF JULY 8 WORKSHOP

Recommended Action: Information Item. The Commission will review the FY06-07 Work Plan and results of July 8 workshop.

Chair Cook reported the workshop was successful and thanked Ms. Macek for her participation. Chair Cook distributed the notes from the workshop prepared by Vice Chair Salah and the draft ordinance prepared by Commissioner Briot-Connolly. The outcomes of the workshop included the Commission's desire for the greater presence in the community and enhanced cultural appreciation. The Commission will hold its next workshop in March or April 2007.

The Commission then discussed the items in the work plan, which includes community outreach, communication plan to stakeholders, fundraising for the library, volunteers, advocacy at the State level, completion of the policies and procedures, James Boys Ranch library. The Commission outlined the activities for each work plan item, which include the following:

Community Outreach – the Commission will provide a monthly column to the Morgan Hill Times. The Commissioners have volunteered to rotate writing columns each month.
Implement Communication Plan to Stakeholders – Commissioner Shem-Tov will send out a survey to community organizations to identify gaps and develop a plan on how to fill them.
Fundraising – the Commission will continue to support the fundraising efforts of the Friends of the Library and continue to work on development of a foundation or endowment fund to supplement library operations. Chair Cook stated she would like to research development for a program for artists' rendition of a fiberglass mushroom, similar to the bulls in Chicago and sharks in San Jose.
Volunteers – a pool of volunteers could provide tours of the new facility.
Advocacy – the Commission will stay informed of legislation that pertains to libraries and culture and arts and become more actively involved with advocacy.
Policies and Procedures – the Commission will complete the guidelines and policies and procedures and present to City Council
James Boys' Ranch – the Commission will continue to work to develop the library at the Ranch and become more familiar with Project Cornerstone to identify possible partnership.

8. PUBLIC ART POLICIES DRAFT AND ART AT CENTENNIAL RECREATION CENTER

Recommended Action: Information Item. Continued from the June 12th meeting, the Commission will review and discuss the draft policies and procedures for the public art program.

Chair Cook stated she would like to complete the draft policies by Friday July 14th. If Commissioners have changes or additions, they can email them to her. The Commission will present the policies and procedures to the City Council in September. The City Attorney will review the document prior to placing this item on the Council agenda. Commissioner Briot-Connolly asked if the document is tailored for Morgan Hill. Chair Cook responded she did tailor the document to Morgan Hill.

Chair Anderson will review the provisions pertaining to the library one more time.

Centennial Recreation Center – Chair Cook noted she had no news to report on this item. Commissioner Briot-Connolly suggested an idea for the three panels in the lobby of the Center. She suggested the artwork on the panels could contain themes of sports and leisure activities for youth, adults and seniors. Representatives from each group could submit proposals for the art work; the piece/project could be sponsored and supervised by local artists. Commissioner Dillmann suggested the theme of the artwork could be the history of Morgan Hill to reflect the City's centennial.

The Commission will discuss art for the natatorium at a future date.

9. LIBRARY AT JAMES BOYS RANCH

Recommended Action: Information Item. Chair Anderson will provide an update on the proposal to establish a library at the James Boys Ranch and ask the Commission to begin development of a plan for the library.

Commissioner Anderson reported there will be a planning meeting at the Boys' Ranch. The room for the library has been selected and some materials have been ordered. He added the program should be finalized by September. There is a community volunteer who is very interested in working on the project. The staff at the Boys' Ranch is looking for shelving for the books. The shelves must be wall mounted and bolted. Ms. Cervantes stated there is a vendor who might be able to assist with shelving from libraries that no longer need the shelves. She added the dimensions of the room including wall space and windows are necessary.

Russ Danielson is working to determine the level of books needed. They should be easy readers that are educational and recreational. The books should be available in Spanish and other languages. Ms. Cervantes stated her former supervisor is involved with a juvenile hall project for Contra Costa County, who could be a resource for the program.

10. LEADERSHIP MORGAN HILL CLASS PROJECT UPDATE

Recommended Action: Information Item. The Commission will receive an update on fundraising efforts and selection of art work for the new Morgan Hill Library.

Rosanne Macek addressed the Commission as a member of the Leadership Class of 2006. She reported the fundraising efforts have exceeded the goal of \$10,000. The art work will be the bronze sculpture of an adult reading to a child. The location of the sculpture at the library needs to be determined.

The class will meet to discuss how to spend the additional funds raised. There is enough funding to

purchase another piece of art work to complement the sculpture or have a quote on the exterior or interior of the building.

11. REQUESTS FOR FUTURE ITEMS

- 1) James Boys Ranch Library
- 2) 06-07 Work Plan
- 3) Survey of cultural arts groups and directory of organizations.
- 4) Review of final draft of Policies and Procedures
- 5) Centennial Recreation Center art work

12. ANNOUNCEMENTS

None

13. ADJOURNMENT to next monthly meeting on **August 14, 2006 at 7:00 p.m. at the Community and Cultural Center.**

ATTACHMENT A

Library Commissioners Report
Melinda Cervantes, County Librarian
Santa Clara County Library
July 2006

1. The Governor signed the FY2006-2007 State Budget which includes an increase of \$7 million for Public Library Foundation funds and \$7 million for Transaction Based Reimbursement funds for public libraries. Santa Clara County Library is a net lender of materials and would realize a significant increase from TBR if this is approved by the State Legislature. PLF funds are distributed on a per capita basis and SCCL would receive only a slight increase in PLF funds.
2. Effective July 1, 2006 the fee for placing holds was eliminated.
3. Melinda Cervantes and Sarah Flowers attended the American Library Association Annual Conference in New Orleans at the end of June. In addition to the many programs, meetings and exhibitors visited during the conference, there were numerous opportunities to donate time, money and furnishings to libraries in New Orleans.

ATTACHMENT B

Morgan Hill Library, Culture & Arts Commission

July 11, 2006

Rosanne Macek, Community Librarian

NEW LIBRARY

- Our first meeting to discuss furniture was held on June 21 and included city staff, library staff, and RMW, the firm that has been hired to design the interiors. The goal was to give RMW high-level input on the general direction, and they will come back to us later this month with some specific furniture ideas.
- We will be meeting tomorrow, July 11, to give a final sign-off on the interior signage.
- Now that the County Library has chosen a vendor to provide us with our new automated materials handling system, there will be a meeting on July 19 with city and library staff, Noll & Tam Architects, and the vendor (P.V. Supa) to discuss the details as they relate to our new building.
- Check out the live web cam on the Morgan Hill Library web site at <http://www.santaclaracountylib.org/morganhill/> or at TBI at <http://tbionline.com/tbicons/projects.htm>

USER STATISTICS

- Circulation numbers not yet available.
- Sign ups for our summer reading clubs have exceeded our expectations. So far, we have had 898 children, 105 teens, and 90 adults sign up to participate in the program, for a total of 1093. We have also had over 400 attendees at our programs this month. Photos of our programs are available on our web site.
- We set an all-time record for number of visitors in a single day. On Wednesday, June 28, we had 1,631 people come through our front door! This exceeds our previous record by about 200 people.

PROGRAMS/SERVICES

- We participated in the 4th of July parade again this year. Our book truck drill team took a 1st place and our bookmobile took 3rd place in their respective categories.
- Our book group discussed *The Photograph* by Penelope Lively.
- Our summer reading programs have included Wildlife Associates, Oklin Bloodworth, and a scrapbooking program for our teens.

UPCOMING

- Our children's summer reading programs will include ventriloquist Steve Chaney, Germar the Magician, and we'll be having a duct tape craft program for our teens.
- Our book group will discuss *The Known World* by Edward P. Jones.
- Our adult librarians along with Leigh Donaldson from the Friends will be giving a series of computer trainings beginning August 1. These will cover library resources, basic Internet instruction, creating and using email, and an overview of Microsoft Office.
- We will be having our annual volunteer reception on August 5 from 2-4.
- We will be including information about the library in the New Educators packets that the Chamber of Commerce is putting together.